

**Workforce Development Board**  
**SPECIAL POPULATIONS COMMITTEE MEETING**  
Workforce Development Board Conference Room  
Workforce Development Department Administration Office  
290 North D Street, 6<sup>th</sup> Floor, San Bernardino, California

WEDNESDAY APRIL 12, 2017 12:30 p.m.

**MINUTES**

1) Chair Called Meeting to Order at 12:30 p.m. In attendance:

**Committee Members Present**

Robert Loeun  
Audrey Mathews  
Cherilyn Greenlee  
Douglas Fazekas  
Jessica Rodriguez  
Jon Novack  
Stephanie Congdon  
Tamica Fouts-Rachal  
Vince Toms  
William Sterling  
Yukiko Long

**Committee Members Absent**

Beth Burt  
BJ Patterson  
Enriquez Martinez  
Jonathan Weldy  
Jonathan Weldy  
Laurie Stalnaker  
Phil Cothran  
Tony Myrell

**Staff**

Miguel McQueen, Deputy Director  
Gina Beltran- Executive Secretary  
Fred Burks- Administrative Supervisor II  
Sandy Harmsen, Project Executive  
James Johnson, Business Services Manager

**OPENING**

Pledge of Allegiance was led by Will Sterling.

The chair called for a motion to adopt the agenda. Will Sterling made a motion to adopt the agenda. Doug Fazekas seconded the motion. None opposed. Motion carried.

Introductions were made.

**CONSENT**

**ITEM 4- Motion to approve Minutes of January 11, 2017 Meeting**

The chair called for a motion to approve the minutes.

Cherilyn Greenlee was present at the meeting and needs to be added to the list of present attendees.

There was a clerical error in the, Adjournment section. The words, Executive Board, need to be replaced with, Special Populations.

Hearing those edits, the chair asked for another motion to approve with said edits.

Will Sterling motioned to approve with the edits. Douglas Fazekas seconded the motion.

None oppose. Motion carried.

**DISCUSSION**

**ITEM 5- Discuss Next Steps on Special Populations Committee Strategic Action Items**

Mariann Ruffolo reported on the WDB Special Populations Committee 2016-17 Goals. One goal discussed was the schedule of presenters for future meetings. The schedule has been confirmed for the remainder of the year.

**INFORMATION**

**ITEM 6 – Workforce Readiness Program with Crafton Hills College**

There was a handout with details about the Workforce Readiness Program with Crafton Hills College. This the first time the college is offering this program and it's free of charge. However, students enrolling will not be receive any college credits but will get a certificate upon completion of the program.

**ITEM 7 – 100 People Video**

Mariann Ruffolo showed a short video on, if the world were 100 people what would the population look like.

**ITEM 8 – County Report**

Miguel McQueen presented this item. The Local and Regional plans have been submitted. Staff are in the process of mapping what they have done so far and what they plan to do. There may be discussion at the upcoming board retreat around the Local and Regional plans.

There is a High Desert Economic Summit taking place on April 27, 2017 from 7:00 – 11:00 a.m. at the Victorville Conference Center and anyone interested in attending can speak with Gina Beltran.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

The chair asked for a motion to adjourn. Will Sterling motioned to adjourn. Audrey Mathews seconded the motion. None opposed. Motion carried. Meeting adjourned at 12:55 p.m.

The next WDB Special Populations Committee meeting is scheduled for Wednesday, June 14, 2017 at 12:00 p.m. to be held at WDD Admin, 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, Ca 92401.

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Gina Beltran, Executive Secretary II